

**MONTANA DEPARTMENT OF NATURAL
RESOURCES AND CONSERVATION**

REQUEST FOR QUALIFICATIONS

**Deadman's Basin Dam
Terminal Outlet Structure Replacement
And Seepage Control**

INTRODUCTION

The Montana Department of Natural Resources and Conservation (DNRC) is seeking engineering firms qualified to assist the DNRC by preparing alternatives, design development documents, construction estimate and full technical specifications and final construction drawings for Deadman's Basin Dam, located in Wheatland County approximately 9 miles west of the Town of Ryegate. This design will involve the replacement of the existing outlet structure and possible seepage mitigation. DNRC is soliciting and will evaluate qualifications from engineering firms desiring to be considered for this project. The work must be done under the direction of a professional engineer licensed in the State of Montana with specific experience in Dam Rehabilitation.

BACKGROUND

Deadman's Basin Dam is located in Wheatland County, Montana approximately 9 miles west of the Town of Ryegate. This offstream storage project consists of a 60 foot high, 1490 foot long dam, and an 11.5 mile long supply 600 cfs canal fed by a diversion on the Mussleshell River. The project impounds approximately 76,900 acre-feet at the normal operating level and 100,000 acre-feet at the low point in the dam crest. The dam is currently classified as "High" hazard, and is regulated by the Montana Dam Safety Program. The dam is owned by the DNRC and is operated and maintained by the Deadman's Basin Water Users Association.

The original earthfill dam was first completed circa 1941. The dam was raised 10 feet in 1958 by adding material on the downstream side of the main dam. Annual dam safety inspections have discovered seepage overtopping the outlet structure as well as large seepage areas that have varying flows dependent on reservoir elevation. Temporary sand bag repairs have been made to assist in controlling and monitoring the seepage over the outlet. The terminal outlet structure is showing evidence of deterioration and is in need of replacement.

The outlet conduit is a horseshoe shaped 7.5' rectangle with a 3.75' radius roof. The flow is controlled by two 5'X5' slide gates, one operating gate and one emergency gate. These gates are operated by an electric hoist system located in an enclosed gate tower. The existing terminal outlet structure is a battered wall concrete outlet.

EXISTING INFORMATION

The following information is available for review at the DNRC offices.

- DNRC Annual Inspection Reports.

- Deadman's Basin Dam Seepage Analysis Review, U.S. Department of the Interior Bureau of Reclamation 2004.
- Seepage Modeling at Deadman's Basin Main Dam, Montana DNRC December 2003.
- Other historical documents and drawings, including original construction plans, are available for review at the office of DNRC.

SCOPE OF WORK

DNRC has need for professional engineering services to assist in the subject dam rehabilitation project. Qualifications are being solicited from firms capable of performing the following work:

1. Seepage Analysis Recommendations. Montana Dam Safety and the Bureau of Reclamation have conducted a *Seepage Analysis Modeling and Review*. The Consultant is to review the data and findings and make recommendations as to what mitigation measures should be implemented to correct seepage problems.
2. Low Level Outlet extension and Terminal Outlet Structure Replacement. The Consultant will do schematic, design development and construction documents for the extension of the low level conduit and the replacement of the deteriorating outlet structure. Also, depending on the results of the seepage analysis recommendations the project may implement seepage mitigation.
3. Preparation of the Montana Dam Safety "Design Report" in accordance with the Administrative Rules of Montana section 36.14.307.

The project design budget is \$75,000.

PROJECT SCHEDULE

Design/Development documents and opinion of probable costs need to be completed by November 1, 2007. The full technical specifications, construction drawings and final opinion of probable cost should be completed by March 1st 2008. The Design Development phase will be used internally as a Departmental Legislative decision tool and the final opinion of probable cost will be used to request funding from the 2009 legislative session. Therefore, the two aforementioned milestones must be strictly adhered to.

PROPOSAL DEADLINE AND REQUIREMENTS

Firms desiring to be considered for the work should deliver to DNRC **five copies** of the information requested below not later than **5:00 p.m., local time, June 29, 2007**. The Qualifications must be in DNRC's possession by this time, **not postmarked**.

1. *Overall and Specialized Experience of the Project Team.* Describe the project team's overall and specialized experience and qualifications as it relates to performing the tasks, or similar tasks, identified in the Scope of Work. Please

limit this to no more than 10 pages. Elaborate and extraneous materials will not be reviewed.

2. *Experience on Similar Projects in the Last 10-Years.* Provide a description of the projects that members of the team have been involved with that are similar in nature to this project. Provide a description of the project, project dates, the services provided by the project team, members of the proposed team involved with the project, and contact information for the Owner of the project.
3. *Technical Approach.* Provide a description of how you intend to address and approach the tasks identified in the Scope of Work. Identify any special investigations or data requirements necessary to complete the tasks.
4. *Time and Budget.* Provide a description of projects the team has been involved with that have had budget or time constraints for the work required and any innovative techniques or management practices utilized by the team to perform the required services within the constraints. Also address the team's capability to meet the schedule and project budget requirements presented in this RFQ. If appropriate, portions of this item can be combined with Item 2 – Experience on Similar Projects.
5. *Office location(s).* Indicate the location of the personnel performing the work. If work would be shared between main and branch offices at different locations, indicate office locations and what work would be directed or performed from each office.
6. *Organization Chart.* Show proposed relationships among key personnel, support staff, and any subcontractors who would participate, identifying which aspects of work each person would perform. Work assignments should correspond to work described in the "Scope of Work" section plus additional items identified by the Consultant.
7. *Workloads.* Provide information regarding current and projected workloads of the personnel involved. Additionally, indicate the percentage of the total project time that will be completed by the individual. This section should allow DNRC to clearly understand the personnel that will actually complete project tasks.
8. *Resumes.* Provide resumes for each employee shown on the organization chart who will perform the work and the supervisory personnel who will be responsible for the work proposed. Include education, professional or technical certifications or licenses, and work history relevant to each person's job assignment on this project. Again, if a main and a branch office would be involved, please identify the offices from which the employees would work. Individual resumes must be limited to three pages each.
9. *Subconsultants.* Clearly identify any subconsultants and provide general information, resumes, and specific qualifications. This information should be included in the sections addressing the project team.

The DNRC may request additional information, clarification, or references at its discretion.

EVALUATION CRITERIA

DNRC will use the following evaluation criteria (listed in order of relative importance) to rate firms responding to this request. The criteria will be applied in evaluating the project team who would work on the project.

1. An evaluation of the proposed technical approach to the project. The technical approach should demonstrate a complete understanding of the issues involved in this RFQ.
2. Qualifications of the personnel assigned to the project. Overall and specialized recent technical experience and qualifications of the project team as it relates to seepage, geotechnical, structural design and the production of construction documents as well as construction administration will be reviewed.
3. Experience on similar projects including any reference checks DNRC elects to conduct.
4. Historic and current capacity to meet time and project budget requirements.
5. Present and projected workloads. The firm must show that they have the resources to complete the work in a timely and efficient manner. Personnel who will actually complete project tasks must be clearly identified.
6. Past experience with the DNRC and/or other public agencies.
7. Location of the firm and personnel to complete the work.

GENERAL

The work on this project must be done under the direction of a professional engineer licensed in the State of Montana with specific experience in General Civil, Geotechnical and/or Structural design.

SELECTION PROCESS

A team of evaluators will review the Qualifications using the previously described evaluation criteria. DNRC may determine as part of the evaluation that interviews are necessary. Based on DNRC's rating of proposals, the Department will negotiate an agreement with the most qualified firm to conduct the work. The method and schedule of reimbursement will be stipulated in the agreement. If a satisfactory agreement cannot be negotiated with the most qualified firm, negotiations will be terminated and negotiations will be undertaken with the second firm.

DNRC reserves the right to negotiate a Scope of Work that modifies the Scope of Work listed in the RFQ based upon the availability of DNRC staff to perform Project tasks.

QUESTIONS AND SUBMITTALS

Please address questions and Proposals to:

Kenneth Phillips, PE
State Water Projects Bureau
Department of Natural Resources and Conservation
1424 9th Avenue
PO Box 201601
Helena, Montana 59620-1601

Phone: (406) 444-6665
Email: kphillips@mt.gov

RECEIPT OF PROPOSALS AND PUBLIC INSPECTION

Public Information

All information received in response to this Request for Qualifications (RFQ), including copyrighted material, is deemed public information and will be made available for public viewing and copying shortly after the time for receipt of Qualification's has passed with the following four exceptions: (1) bona fide trade secrets meeting the requirements of the Uniform Trade Secrets Act, Title 30, chapter 14, part 4, MCA, that have been properly marked, separated, and documented; (2) matters involving individual safety as determined by the State; (3) any company financial information requested by the State to determine vendor responsibility, unless prior written consent has been given by the offeror as set out in section 18-4-308, MCA; and (4) other constitutional protections. See Mont. Code Ann. § 18-4-304.

Procurement Officer Review of Qualifications

Upon opening the Qualification's received in response to this RFQ, the procurement officer in charge of the solicitation will review the Qualifications and separate out any information that meets the referenced exceptions in **Public Information Section** above, providing the following conditions have been met:

- Confidential information is clearly marked and separated from the rest of the Proposal.
- An affidavit from an offeror's legal counsel attesting to and explaining the validity of the trade secret claim as set out in Title 30, chapter 14, part 4, MCA, is attached to each Proposal containing trade secrets. Counsel must use the State of Montana "Affidavit for Trade Secret Confidentiality" form in requesting the trade secret claim. This affidavit form is available on the General Services Division's website at:
<http://www.discoveringmontana.com/doa/gsd/css/Resources/Forms.asp> or by calling (406) 444-2575.

Information separated out under this process will be available for review only by the procurement officer, the evaluation committee members, and limited other designees. Offerors must be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event of a "right to know" (open records) request from another party.